

JACKSON COUNTY LAND BANK AUTHORITY

MEETING MINUTES

OCTOBER 18, 2012

PRESENT: COFFMAN, RICE, KRUSE, DUCKHAM, TAYLOR, WILLIAMS, MARTIN, JESTER,
CUNNINGHAM
VISITORS: MIKE OVERTON
ABSENT: BUTLER, FROUNFELKER

Meeting called to order by Coffman at 7:34 a.m.

Public Comment:

- None.

Approval of Minutes The minutes from September 20, 2012 were emailed and presented. **Motion by Taylor,** to approve and accept the minutes from September 20, 2012 as presented, **seconded by Cunningham,** **PASSED.**

Financials as of September 30, 2012 – Year End

- Coffman emailed and presented the financials as of 09-30-12.
- Cash on hand \$143,902.19.
- Coffman updated that the sale proceeds from 6532 Coral Drive in Columbia township is not reflected in these financials because it has not yet closed.
- Coffman presented an unaudited budget for 2012 and a draft budget for 2013.
- Review of the financials.
- Duckham asked about what we will do about the current inventory.

Motion by Duckham, to accept the financials for 09-30-12, as presented, **support by Rice. PASSED.**

Property Inventory Sub Committee updates

We met on Tuesday, October 2nd at 404 East Golf Ave.

- 404 E Golf – Assessment
 - Kitchen
 - Replace the kitchen cabinets; Repair walls and paint; Repair Ceiling; Replace flooring
 - Basement
 - Ensure the furnace and water heater works (service); Remove moldy wallboard; Treat for mold
 - Bedrooms
 - Repair and Finish drywall; Paint; New flooring; Living room – dining room; Repair and paint walls and ceiling; Replace flooring
 - Exterior
 - Replace ‘old’ windows; Fix the new windows; Replace soffit and siding; Replace screens on front porch; Add new screen door to the front porch Fix the Header on the Garage; Siding, fascia and soffit the west and north face of the garage; Fix the Header on the Garage; Siding, fascia and soffit the west and north face of the garage

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- Coffman shared that this is the wish list for the property. Coffman is working on getting quotes together for these updates. Coffman also shared that Vandercook Lake High School is just at the end of the street. She noticed quite a bit of traffic on the road.
- Dave Taylor did some research and believes the possible range to sell could be \$50,000 to \$55,000; Copp & Co will be doing a walk through in the near future for the CMA work on this parcel.
- Jester reported that he just sold a house down the street and sold one for \$30,000.
- We will be asking for a quote to have these projects completed to get an idea of costs involved.
- Karen spoke with Toby Berry briefly on the questions that the land bank board had at our last meeting. Toby will research and let us know if we can utilize NSP3 for this parcel (as well as for the two West Biddle parcels).
- Karen had Consumers turn on the gas and electric and the water for this parcel.

- Pending offer on the table for 6532 Coral Drive; list price was \$49,900, offer of \$40,000 cash, we countered at \$43,000, selling at \$41,500. The closing date has been pushed back because the buyer was having difficulties securing funds. I have been advised that the closing should take place sometime next week (October 22nd – October 26).

- 2nd Foreclosure Auction was September 27th and was also successful. We had over \$285,000 in sales proceeds.

- There were approximately 25 parcels remaining from this foreclosure cycle/year. The county currently has approximately 58 parcels from previous years foreclosures. So, there are a total of 83 some odd parcels that are available for consideration.

- Subcommittee can review the listing of parcels to determine if we will recommend acquiring any parcels, if at all.

- Discussion about how the land bank should acquire properties for inventory.

- NSP3 – invited Toby Berry to attend land bank meeting for October but she could not because of a schedule conflict. Toby will be available to attend the November 15th land bank meeting.

- Habitat for Humanity – Chris Kilmer – contacted Karen inquiring about 104/106 West Biddle and 107 West Biddle. They are looking for land to build. He needs to confer with his partners and they will let us know.

- Discussion about working in partnership with Habitat for Humanity. Taylor suggested that we consider donating the vacant lot at 107 W Biddle. Taylor suggested that we also consider donating 106 W Biddle as well. Coffman reminded the board that we currently have two parcels on W Biddle listed with Copp & Co. Discussion about how to proceed with the City of Jackson ordinance violations and pending

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condemnation notices. Question was raised about any existing special assessments and or taxes that may be owed on these parcels.

- City notices of 106 W Biddle and 201 W Biddle.

Motion by Cunningham, to donate 106 W Biddle and 107 W Biddle to Habitat for Humanity, contingent on the costs associated with Copp & Co to withdraw from the MLS and our current contract, and contingent upon any and all issues related to the City condemnation orders and how this may impact donating to Habitat for Humanity, **seconded by Jester, PASSED.**

- Discussion that the City may want to take these properties, and have the houses demolished.
- Discussion about our current inventory and about how we need to build our inventory. Coffman stated that our traditional process has been to obtain/acquire tax foreclosed properties from the treasurer's office. The land bank may also be asked to obtain/acquire parcels as part of the NSP3 partnership forthcoming. These parcels could be mortgage foreclosed parcels. Coffman shared that banks are now working directly with land banks for transfer of properties that are REO (real estate owned). Coffman attended a session about this at the conference. Wells Fargo bank seems to be the front runner for banks willing to deal with their inventories in communities. Taylor supports this idea.
- Kruse stated that the financials look good but reminded the board that we still have the \$100,000 loan still outstanding. He believes that in order for us to grow the land bank that we need to look at hiring an Executive Director, part time to handle this workload.
- Cunningham supports this idea and agrees that funding is the challenge. He offered that we should explore options with key people in the community such as Hendrik Schurr and Ron Ellison.
- Discussion about following up with Spring Arbor University and possible intern candidates.

Motion by Kruse, to have the property inventory subcommittee contact Spring Arbor University about intern candidates for the land bank, **support by Cunningham. PASSED.**

Other Business

- Duckham inquired about the land bank board appointments. Discussion at the beginning of the meeting. Williams shared that Gail Mahoney and Julie Alexander expressed interest in joining the board.
- Coffman will contact John Tallis about a new township representative for the board. Jon Williams advised that he would speak with Mr. Tallis at the meeting that evening.
- Coffman advised that she attended a land bank conference October 15th and 16th. Good information was shared. Interesting that this was a nationwide conference so the topics were more big picture oriented and focused on states that are considering land bank legislation to create land banks. Coffman stated that the Center for Community Progress has heard from the Michigan land banks that they want and need a more "nuts and bolts" approach to how to land bank and that it should be more Michigan focused.
- Discussion about the legislative changes to the law regarding the 5 year 50% tax capture of land bank transferred properties. Taylor will work on this issue and report back to the board for the next meeting.

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- Martin suggested that we need to look at the land bank future and revisit or prepare another strategic planning session specifically addressing the role of the land bank in our community; the fact that the environment that we are working in has evolved and changed, and how we should address our current inventory and the parcels that we consider acquiring in the near future. She suggests that we create a map of the community, mapping out our parcels.
- Discussion about REO's and tax foreclosures and how they will impact our future decisions as a board.

Adjournment

Motion by Jester, to adjourn at 8:37 a.m., support by Rice. PASSED.

Next meeting is scheduled for Thursday, November 15, 2012 @ 7:30 am, room 101 Jackson County Tower Building.